

Title	Department <i>Children, Families and Young People</i>	Post Ref.
<p>Job Purpose</p> <p>The post holder will contribute to the teaching, assessment, recording and planning for all young people placed within the secure unit and take specific management responsibility for areas of the curriculum as directed.</p>		
<p>Key Responsibilities</p> <ol style="list-style-type: none"> 1. To provide education for learners placed within the secure unit as required and to take lead responsibility as curriculum leader for English and Drama or more subjects as required. This will include being proactive in curriculum development and maximising accreditation opportunities for accreditation for all learners from Foundation to Level 2 courses. 2. To undertake the role of a pastoral tutor for a tutor group contributing fully to life skills, sex and drugs education. 3. To contribute to educational and social assessments of young people within the establishment 4. To formulate personal education and careers plans for individual 5. To liaise with other agencies and support services contributing to the establishment's education service or to the education plans of individual pupils. 6. To maintain records and write reports as required. 7. To liaise with other educational establishments who have been or will be involved in the education of young people placed in the secure unit especially upon discharge and admission. 8. To lead, contribute to and participate in in-service events and professional development for teachers and others as required. 9. To prepare appropriately differentiated and adapted curriculum offers, materials and resources to meet the complex needs of all learners, and to offer curriculum advice and guidance to colleagues in relation to specialist subject areas. 10. To carry out such other duties required which could reasonably 	<p>Key Accountabilities</p> <ol style="list-style-type: none"> 1. Understands and puts into practice the Council's commitment to excellent customer service in meeting customer's needs. 2. Acts as a personal example and demonstrate a positive working ethos, sharing expertise and helping staff to work more effectively 3. Portray a professional image 4. Develops awareness of new practice in their profession and developments within the Council 5. Treats all customers and colleagues with respect, consideration and the appropriate level of confidentiality. 6. Challenges inappropriate behaviour 7. Exemplifies safe working in line with health and safety and safeguarding protocols and procedures. 8. Shows understanding of the risk management system 	

be regarded as being within the nature and responsibilities of this post, subject to the proviso that normally any changes of a permanent nature will be incorporated into the job description in specific terms.

The post holder will perform any duty or task that is appropriate for the role described

Person Specification

Education and Knowledge

1. Qualified teacher status
2. Knowledge of Functional Skills teaching in ICT, English and Maths
3. Knowledge and understanding of the needs of pupils with social, emotional and behavioural difficulties
4. Knowledge and understanding of the needs of pupils experiencing special educational needs including specific learning difficulties
5. Knowledge and understanding of the principles of safeguarding young people

Experience

21. Experience of an education setting offering the National Curriculum
22. Working with disaffected pupils in specialist or mainstream settings
23. Working with pupils experiencing special educational needs including specific learning difficulties
24. Working in a custodial establishment

Personal skills and general competencies

6. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff
7. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers.
8. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available
9. Ability to meet agreed objectives and delivery targets by the effective use of resources.
10. Ability to teach to a good standard and often outstanding level
11. Good communicator with young people
12. Ability to lead English as a subject area within the centre
13. Ability to work with groups, develop positive behaviour management, and deliver strategies and activities to motivate disaffected pupils
14. Ability to prepare and present work in a differentiated, varied and imaginative way to pupils of varying abilities, interests and levels of commitment.

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| | <ul style="list-style-type: none"> 15. Varied skills and interests which can be used to motivate and benefit young people. 16. The personal resilience necessary to cope with challenging behaviour 17. High expectations for the academic achievement of young people in challenging circumstances. 18. Ability to manage own stresses and that of others. 19. Sensitive to the needs of all young people with particular awareness of the needs of those in a minority because of their gender, race, religion, sexual orientation or because they are disabled. 20. Able to treat staff and colleagues with equal respect regardless of differences in gender, race, culture, abilities, sexuality or professional discipline. |
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Role Dimensions

- 25. Insert core area/s of responsibility (inc. teams, services & functions)
- 26. No financial responsibility
- 27. No direct reports

Please attach a structure chart

Date: October 2013